

**WILLIAMSBURG  
ARCHITECTURAL REVIEW BOARD MINUTES  
Tuesday, May 11, 2004**

**CALL TO ORDER AND ATTENDANCE**

The regular semimonthly Architectural Review Board meeting was held on Tuesday, May 11, 2004, at 6:30 p.m. in the third Floor Conference Room of the Municipal Building.

Chairman Williams called the meeting to order. Present in addition to Mr. Williams were Board members Mr. Sandbeck, Mr. Durbin, Mr. Walker, Mr. Spence, Mr. Pons. Mr. Watson was absent. Also present were Planning Director Nester and Zoning Officer Beck.

**CONSENT AGENDA**

- ARB #04-053          Evans/301 Capitol Landing Road – Fence – Approved.**
- ARB #04-054          Baganakis/606 Richmond Road – Fence – Approved.**
- ARB #04-051          Westgate Resorts, Inc./1324 Richmond Road – Flag poles (2) and Playground – Approved.**
- ARB #04-052          Tsoucalas/8 Wildwood Lane – New Single-Family Dwelling – Approved.**

Mr. Walker motioned to approve the consent agenda with the exception of ARB Sign #04-026 being removed for further discussion.

**Recorded vote on the motion:**

Aye:                Mr. Sandbeck, Mr. Durbin, Mr. Williams, Mr. Walker, Mr. Pons, Mr. Spence.

Nay:                None.

Absent:            Mr. Watson.

Abstain:           None.

**SIGNS**

- ARB**
- SIGN #04-026          Jamestown 2007/410 West Francis Street – Freestanding & Building Mounted Signs**

Gloria Warren, Special Projects Coordinator, presented the Jamestown 2007 sign to the Board. Mr. Pons stated that he had the sign removed from the consent agenda because the number of colors used in the sign exceeded the three colors allowed by the **Design Review Guidelines**. He stated in the past the Board has held major corporations to the three colors limit, most recently BP / Amoco. Mrs. Warren stated that the sign is logo for the Jamestown 400<sup>th</sup> Anniversary celebration. She stated that the colors of the sails represented

different American cultures. Mr. Walker stated that he concurred with Mr. Pons statement. The Board concerns focused on the red lettering in the sign and the bright blue in one of the sales. The Board suggested using Martin Senour Paint "Everard Chamber Blue W1229" in place of the bright blue. Mrs. Warren stated she would present the changes to the director. Chairman Williams stated that the Board would be happy to review the sign again if needed.

Mr. Walker motioned to approve ARB Sign #04-026 conditioned upon the red lettering being replaced with the Pantone "Green 5773" and the Pantone "Blue 7462" being replaced with Martin Senour Paint "Everard Chamber Blue W1229".

**Recorded vote on the motion:**

Aye: Mr. Durbin, Mr. Williams, Mr. Walker, Mr. Pons.

Nay: None.

Absent: Mr. Watson.

Abstain: Mr. Sandbeck, Mr. Spence.

**CONCEPTUAL REVIEW**

**ARB #04-050      Spring Arbor of Williamsburg/935 Capitol Landing Road  
– New Assisted Living Facility**

Vernon Geddy, Bo Cook, and Bond McCaay presented the conceptual plan for a 80 bed assisted living facility. They presented a color rendering of the facility and the following colors and materials:

- Hardiplank siding – medium gray
- Front Door – dark red
- Operable wood shutters with hardware – black
- 25-year dimensional fiberglass shingles – black
- Brick – Orange/Reddish

The Board suggested the following:

- Breaking up the hardiplank siding by bricking the sides of the two front wing buildings, similar to the Travis House at the corner of S. Henry St. and Francis St.

Residents of Brandywyne Subdivision expressed concerns about the amount of parking, lighting for the parking lot, landscaping, additional traffic impact on Capitol Landing Road, and what that facility would do if the power went out for two weeks like it did after Hurricane Isabel. Mr. McCaay stated there will be a generator to run the critical functions of the facility, and that they have an evacuation plan if needed.

Mr. Nester noted that the majority of the concerns stated by the Brandywyne residents will be looked at by the Planning Commission during site plan and/or special use permit review. He said that this case will be heard by the Planning Commission on June 16, and that all were welcome to come and express their concerns. Mr. Nester added that City Council would make the final decision on the proposal, and that the City Council public hearing will be on July 8, 2004.

Chairman Williams noted the Board appreciated the concerns of the Brandywyne residents, but the plans tonight are conceptual. The Board and Planning Commission will deal with the detailed issues when the final building plans and site plans are submitted the Board and Planning Commission.

Mr. McCaay stated to the group from Brandywyne that he would like to meet with them and address their concerns.

Mr. Williams motioned to conceptually approve ARB #04-050, contingent upon the following:

- Wood shutters instead of the proposed vinyl shutter in accordance with the ***Design Review Guidelines***.
- The windows meeting the ***Design Review Guidelines*** which require exterior muntins.
- The addition of brick to break up the mass of the building by bricking the sides of the two front wing buildings, similar to the Travis House at the corner of S. Henry St. and Francis St.
- Location of all mechanical equipment being shown on the final drawings.
- Dumpster enclosure, lighting fixtures and any other external features being shown with the final submittal.
- All materials and colors being submitted with final drawings.
- Detail of the railings and columns being submitted with final drawings.

**Recorded vote on the motion:**

Aye: Mr. Durbin, Mr. Williams, Mr. Walker, Mr. Pons, Mr. Sandbeck, Mr. Spence.

Nay: None.

Absent: Mr. Watson.

Abstain: None.

**OTHER**

Reed Nester, Planning Director, discussed the update of the Comprehensive Plan, with emphasis on issues related to the Architectural Review Board. The Board followed with an extensive discussion on how they should consider demolition requests. Mr. Nester reviewed the procedures involved with demolitions, the list of Significant Structures, and areas that are singled out for special treatment in the Comprehensive Plan. The following specific areas were discussed: South Henry Street, Peacock Hill area (LB-1 District), Mama Mia

area (Prince George Street and Armistead Avenue), and the Delly area (Richmond Road and Scotland Street). Points to consider in reviewing a demolition request include the character of the area, the architectural quality of the building, the historic value of the building, the condition of the building, and the designed of the proposed replacement.

Mr. Nester said that the Peacock Hill area is a clear example of an area with an historic character worth preserving, while South Henry Street does not now have a critical mass of buildings worth preserving. In the latter area, it would probably be justifiable to approve a demolition without a plan for new construction, but this would not be the case for the Peacock Hill area. If a new project is proposed, the Board needs to look at the character of the new project to see if it justified the need to demolish an historic building.

Mr. Nester suggested that the list of significant structures may need to be revised to more clearly reflect the relative importance of the buildings, and the quality of their area. He suggested that a joint work session with the Board and Planning Commission would be advisable at a later date.

**Minutes April 27, 2004**

The minutes were approved as presented.

There being no further business, the meeting adjourned at 9:15 P.M.

Jason Beck  
Zoning Officer